

**DRAFT MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**October 16, 2025**  
**6:00 PM, City Hall and Remote**

Items with an asterisk (\*) have been added or modified after the initial draft publication of the Agenda.

**ATTENDING**

Elected Officials: **Mayor Scott Anderson; Councilmembers Dave Cox, Michael Johnson, Lucy Lauser, Chuck Oldfield, Pat Rice.**

City Staff: **City Administrator Wesley Wootten; Jayne Borden, Finance Director**

Guests: Skamania County Undersheriff Tracy Wyckoff; Krista Busby, EIT and Kyle Thompson, PE, of Grayling Engineers.

Public participants:

Mary Repar, Brian McNamara, Sam Kinestead, Thad Ross

**1. CALL TO ORDER/PRESENTATION TO THE FLAG:** **Mayor Anderson** called the meeting to order at 6:00 p.m., led the group in reciting the pledge of allegiance and conducted roll call.

**2. PUBLIC COMMENTS:**

Brian McNamara commented on the current policy of sewer connections and costs for property owners, and communication efforts by city staff.

Mary Repar shared there is a housing stabilization summit coming up. She also provided written comments on the solid waste program, and announced a presentation on dams and salmon sponsored by the Stevenson Grange.

**3. CHANGES TO THE AGENDA:**

Mayor Anderson stated an executive session would be held.

**4. CONSENT AGENDA:** The following items were presented for Council approval.

**a)** Water Leak Adjustment - The Council was asked to authorize an adjustment for Account No. 25264. The excess usage was a result of a leak in the line from the meter to the entry point of the house. A new mainline was laid to fix the issue. Council is asked to authorize waiving \$94.20 from the customer's bill due to the leak.

**b)** Water Leak Adjustment - The Council was asked to authorize an adjustment for Account No. 25190. The excess usage was a result of a leak in the water line. Repairs were completed and service was restored. Council is asked to authorize waiving \$510.89 from the customer's bill due to the leak.

**c)** Resolution 2025-459 Waste Management Adoption Plan - Skamania County Solid

Waste and Recycling Division has requested Stevenson approve Resolution 2025-459 adopting their waste management plan.

**d)** Minutes of 09-18-2025 Stevenson City Council meeting.

**MOTION** to approve consent agenda items **a-d** was made by **Councilmember Lauser**, seconded by **Councilmember Rice**.

Voting aye: **Councilmembers Rice, Cox, Lauser, Johnson, Oldfield**

## **5. SHERIFF'S OFFICE REPORT:**

**a)** Sheriff's Report - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month was presented for council review by Skamania County Undersheriff Tracy Wyckoff.

Questions on Flock cameras and their data usage were asked by several Councilmembers.

## **6. PRESENTATIONS FROM OUTSIDE AGENCIES:**

**a)** Presentation - Long Term Water Supply Study (Grayling Engineering)

Krista Busby and Kyle Thomsen described for the Council their work analyzing the feasibility and status of water sources (surface and ground) for the City of Stevenson and current problems with the system. There are three phases to the study. Phase 1A was completed in August 2025. It provided guidance on determining which water sources will best meet the future needs of Stevenson.

Phase 1B will further assess those water sources, address necessary upgrades and repairs to the system, and move towards a pre-design for the preferred source.

Phase 2 will develop a pre-design that will support an engineering report needed for grant applications.

The cost of Phase 1B was in the current budget approved in July, and no budget amendment will be needed.

The agenda order was amended to hold a discussion on a related topic.

As noted in agenda item **8c**, due to a miscalculation, the original estimated cost of the Cascade Ave project was off by \$24,600. Owing to the miscalculation being their responsibility, Grayling Engineering agreed to reduce the project cost by \$24,600 for the Cascade Avenue Project.

Following a short discussion, it was agreed to revise the agenda order again. Item **8b** was moved forward.

**8b)** Long Term Water Supply Study - Council was asked to approve the 1B portion of the long-term water supply study by Grayling Engineering **in the amount of \$166,941**.

**MOTION** to approve the 1B portion of the long-term water supply study by Grayling Engineering **in the amount of \$166,941** was made by **Councilmember Johnson**, seconded by **Councilmember Lauser**.

Following the motion, **Councilmember Oldfield** requested **Public Works Director Rosander** be available to provide information on fee schedules and life spans of past water infrastructure. **Councilmember Rice** asked to ensure the amount Grayling Engineering agreed to reduce (\$24,600) for the Cascade Ave project would be noted. **Councilmember Cox** asked if project funds had been added to the supplemental budget. It was advised by **City Administrator Wootten** to wait for clarification regarding the funds.

Voting aye:

Voting nay: **Councilmembers Rice, Cox, Lauser, Johnson, Oldfield.**

Following the vote, it was noted the upcoming budget session scheduled for October 30th, 2025 could add an action item on the water supply study to the special meeting agenda.

## **7. UNFINISHED BUSINESS:**

### **8. COUNCIL BUSINESS:**

a) Utility Billing Audit - **City Administrator Wesley Wootten** presented and explained the findings of the utility billing audit and requests for waivers. The intent is to correct past errors in billing.

**MOTION** to approve waiving the overbilled amounts in the total of \$8,550.27 from the accounts identified in the audit to make them whole was made by **Councilmember Cox** , seconded by **Councilmember Lauser**.

Voting aye: **Councilmembers Rice, Cox, Lauser, Johnson, Oldfield**

c) Cascade Avenue Budget Adjustment - Due to a miscalculation, the original estimated cost of the Cascade Ave project was off by \$24,600. Council was asked to review and approve the new total project amount of \$803,056 (pre-tax).

**MOTION:** No motion was presented due to prior action on item **8b**.

d) Personnel Policy Update - City Planner Position - **City Administrator Wesley Wootten** presented and explained a revision to the city personnel policy changing the "Community Development Director" position to a "City Planner" position. There will be no changes in personnel costs. Using Skamania County's planning services in the interim was considered.

Prior to the motion **Mayor Anderson** requested **Planning Commission Chairman Jeff Breckel** explain the Planning Commission's recommendation in support of the changes.

**MOTION** to approve the revision to the city personnel policy changing the "Community Development Director" position to a "City Planner" position was made by **Councilmember Lauser**, seconded by **Councilmember Oldfield**.

Voting aye: **Councilmembers Lauser, Johnson, Oldfield.**

Voting nay: **Councilmembers Rice, Cox.**

#### **11. INFORMATION ITEMS:**

- a) Fire Chief Update** - Fire Chief Ray Broughton provided a report with updates to City Council in the meeting packet.
- b) Planning Commission Report** - The Stevenson Planning Commission sent a report regarding their work on short term rentals.
- c) Chamber of Commerce Report** - The report presented described some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- d) Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month were presented for council review.
- e) Planning Commission Minutes** - Minutes were attached from the Planning Commission meeting of October 13th, 2025

#### **12. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) Cody Rosander, Stevenson Public Works Director**
- b) Wesley Wootten, City Administrator**

Reports and updates were contained in the meeting packet.

**13. VOUCHER APPROVAL:** Vouchers will be presented prior to the meeting for council review.

**MOTION** to approve vouchers as presented in the amount of \$ ? was made by **Councilmember Johnson**, seconded by **Councilmember Lauser**.

Voting aye: **Councilmembers Lauser, Johnson, Oldfield.**

Voting nay: **Councilmembers Rice, Cox.**

Following the vote **Councilmember Rice** stated he would continue to vote against approval until the vouchers were provided to Councilmembers prior to the meeting for review.

#### **14. MAYOR AND COUNCIL REPORTS:**

**Councilmember Oldfield** provided a handout he made to Councilmembers and asked them to consider the information contained for next month's meeting. He explained his intent is to address fiscal issues that come before the city council.

#### **15. ISSUES FOR THE NEXT MEETING:**

None were presented.

#### **16. ADDITIONAL PUBLIC COMMENT**

Mary Repar commented on the water engineering report and asked about a map of the system. She also suggested the city start the process of hiring a planner immediately. Sam Kinestead supported hiring a city planner quickly.

Thad Ross commented on the city planner hiring process and urged appropriate compensation for the position.

**Mayor Anderson** announced an Executive Session at 7:35 p.m. for the purpose of discussing potential litigation. He stated the Council would reconvene at 7:45 p.m. At 7:45 p.m. the Council reconvened in open session. **Mayor Anderson** announced no action would be taken following this meeting.

**18. ADJOURNMENT - Mayor Anderson** adjourned the meeting at 7:45 p.m.